OTCO
Evolving With Passion

OTCO INTERNATIONAL LIMITED
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Website: www.otcointernational.in
CIN: L17114KA2001PLC028611

Date: 23.06.2020

To,
The All Directors
OTCO International Limited

Dear Sir(s),

Sub: NOTICE OF BOARD MEETING

NOTICE is hereby given that the 02nd meeting of the Board of Directors of the Company for the Financial Year 2020-21 is proposed to be held on Saturday, the 27th June 2020, at 12.30 P.M through video Conference / other Audio visual means due to COVID-19 Pandemic, for considering the following business:

1. To grant leave of absence.
2. To confirm the minutes of the previous Board Meeting.
3. To consider fixation of date for holding Annual General Meeting for Financial year 2019-20.
4. To finalize and approve the draft notice of 39th Annual General Meeting of the Company.
5. Closure of trading window for the promoters/Directors/officers and designated employees of the company.
6. To take on any other matter(s) with the permission of the chair.

Referring Item No. 5

"As per the Company's code of Conduct for prohibition of Insider Trading ("the Code") adopted by the Company pursuant to SEBI (Prohibition of Insider Trading) Regulations, 2015, the trading window for dealing in the securities of the company would remain closed from 24th June, 2020 till 29th June, 2020 (both days inclusive) for the Promoters / Directors/ Officers and Designated employees of the Company."

Kindly make it convenient to attend the meeting.

Thanking You,

Yours Faithfully,

For OTCO International Limited.

DEEPAK KUMAR DASH

Deepak Kumar Dash
Company Secretary & Compliance officer